

ALEXANDRIA TOWNSHIP COMMITTEE
Special Budget Meeting
MINUTES
February 26, 2015

This meeting was advertised in The Express Times, The Hunterdon County Democrat and notice posted in the Alexandria Township Municipal Offices and the Alexandria Township Website (www.alexandria-nj.us) as required by the Open Public Meetings Act. The meeting was called to order at 7:00PM.

ROLL CALL: Committeeman Swift, Committeeman Pfefferle, Mayor Abraham, CFO Rees, Asst. CFO Diane McDaniel, and DPW Foreman Glenn Griffith were present.

FLAG SALUTE:

BUDGET WORK SESSION #1:

Township Committee discussed the 2015 DPW Budget with DPW Foreman Glenn Griffith. An equipment building has been the topic of conversation the past couple of years. The Township Committee approved to build the building in 2013 but it was decided at last years budget meeting not to move forward with it. There is a bond in place in the amount of \$425,000.00 to build an equipment building. In 2013, the cost to build was \$425,000.00, in 2014 it was \$460,000.00 and a price for 2015 is not available at this time. Materials used determine the life span and the use of the bond. CFO Rees noted that the Township is already paying on the bond and to use it for the purchase of the equipment building doesn't affect the budget at all. An equipment building is needed to protect the current fleet of DPW trucks and equipment against the elements and prolong life. DPW Foreman Glenn Griffith would like to build a 70 x 124 building. The 70 foot is needed for some equipment. Mayor Abraham would like Mr. Griffith to make sure the 124 ft. is what he needs. A location has been determined at the DPW yard and trees would be planted in the front of the proposed building for landscaping purposes. The Township will need to go out to bid. A bid will need to be drafted and the Township will need to engage an architect and determine the associated costs for these services. Mr. Griffith will look into the installation of a wash bay with a holding tank and gather associated costs for the Township Committee. CFO Rees will contact bond counsel to amend the Ordinance for possibly the next meeting.

Last year a \$380,000.00 Capital Improvement Ordinance was approved for Section 6, Rick Road & oil/chip. Approximately \$100,000.00 has been used for oil/chip. Section 6 Rick Road work has not started and the money from the Ordinance can be carried over which is approximately \$280,000.00 for that project.

DPW Foreman Glenn Griffith noted that properly constructed roadways have a life span of 20-25 years. Alexandria Township is currently responsible for approximately 48 miles of roadway and to keep the Township roads up to date 2 miles of properly constructed roadways per year is required plus maintenance of existing roadways. DPW Foreman

Glenn Griffith did a cost analysis on different stages of roadway conditions he uses as a guideline:

New Pavement; treatment \$.00

Good Condition; preservation \$2.00 sq. yd. surface treatment

Fair Condition; rehabilitation \$20.00 sq. yd. 5%-10% base repair with a 2" overlay

Poor Condition; reconstruction \$40.00-\$80.00 sq. yd. start again

Alexandria Township roads range from good to poor condition.

The following road projects have been approved by the Alexandria Township Committee for 2015:

1.) Schoolhouse Road

Engineering work needs to be started on Schoolhouse Road as discussed during the 2014 budget. The estimate for engineering and permits will be \$100,000.00. The project will encompass 2800' beginning at Route 513 and ending at Mr. Lyness's driveway. Asphalt work will be budgeted for 2016;

2.) Senator Stout Road

The DPW would like to have asphalt repair work done on Senator Stout Road. The work would begin at Route 519 and end at the second driveway of the Delaware Valley Regional High School. The DPW will prep the site but would have a contractor do the paving for better cost efficiency. Cost is approximately \$108,500.00;

3.) Asphalt Repairs

For bad spot repairs throughout the Township. Cost is approximately \$88,000.00;

4.) Oil/Chip

Will be able to do approximately 4.2 miles of road. Names of roads to follow. Cost is approximately \$85,000.00;

5.) Kappus Road

Reconstruction project of 575' beginning at Stamets Road. Cost is approximately \$32,000.00;

6.) Sweet Hollow Road

Road repairs from County Bridge HA 13 700' to pole # 160. This project is in the location of the new retaining wall that was built due to Hurricane Irene. Correct profile of roadway then do a 2' overlay. Cost is approximately \$24,900.00;

7.) Gravel Roads

Annual dust control, stone product (D.G.A), and liquid calcium. Cost is approximately \$38,000.00;

8.) Schaaf Road

DPW wants to replace a crossover pipe and add 600' of 15" R.C.P. and inlets at a cost of approximately \$16,400.00. The Township Committee will only allow for the crossover pipe to be replaced at this time. A cost to follow;

9.) Detention Basins

There is a fair amount of failing detention basins throughout the Township and the Township is responsible for some of them. There are many factors that come into play when maintaining the detention basins; they can't have trees in them and must be mowed once to twice a year. This is problematic since detention basins are on a homeowner's property, have trees in them and limited access to reach them. Township will budget approx. \$10,000 to repair the two detention basins on Stonewicke Drive.

10.) Inlets

There are many inlets failing through out the Township due to their design and RSIS standards that the developer followed. Inlet repairs are very labor intensive and approximate cost to repair one is \$1,800.00 depending on casting. Township Committee approves \$30,000.00 for inlet repairs for 2015;

11.) Salt Account

Township Committee is allotting \$60,000.00 for the purchase of salt and calcium chloride. This amount does not cover overtime of the DPW.

12.) Operating Expense

DPW needs an operating expense account for the purchase of uniforms, parts, and repairs to the current fleet of DPW vehicles and machinery. Township Committee approves a \$10,000.00 increase this year from \$120,000.00 to \$130,000.00. The \$10,000.00 will come from surplus;

13.) Equipment Account

DPW is asking for \$75, 000.00 this year towards the future purchase of equipment. This program started in 2010 for a 10 year period. To date there is \$160,000.00 in the account. The Township Committee will allot \$50,000.00 this year to the fund.

The Alexandria Township Committee will provide the DPW with \$500,000.00 this year to be able to do the approved items noted above for 2015. This money will come from Capital and will not affect the current budget.

- Tub Grinding & Stump Removal

DPW is anticipating spending approximately \$7,200.00 for the above. Rental is approximately \$2,000.00 a day. Monies for this will come from clean communities and the DPW Operating expense.

2016 Future DPW Projects:

1.) Schoolhouse Road

Asphalt work for Schoolhouse Road;

2.) Schaaf Road

Continuation of repairs from 2015. DPW to continue with 600' of 15" R.C.P. and inlets;

3.) Rick Road

DPW would like to do a 2" overlay to the top of Rick Road. Estimating overlay of 1 mile of asphalt 24' wide, 1700 tons approximately \$129, 625.00 not counting driveways, inlets, key ways, back filling, etc;

4.) Race Street

Possible patch repairs to the road. The Township doesn't want to repave due to worries of increased speed on the road.

Discussion ensued regarding 2016 road projects on Mt. Salem Road and Whitehall Road. The Alexandria Township Committee would like to explore this road project more to see what is necessary. The DPW would like to realign Route 625 at the end of the gravel portion. Telephone poles need to be relocated, asphalt milling needed to correct profile, and possible drainage.

The Alexandria Township Committee would like DPW Foreman Glen Griffith to devise a long term strategy/plan for road repairs.

MUNICIPAL BUILDING

The DPW would like to see a second driveway in the park off of Route 631. The Township Committee noted that at this time there are no plans to add a second driveway due to County requirements. DPW Foreman Glenn Griffith noted that there are water issues from the soccer fields to the parking lot creating icy conditions in the winter. The DPW will need to crown the parking lot to keep the water off the parking area. Material to be used is D.G.A. DPW Foreman Glenn Griffith will discuss potential design plans and costs with Township Engineer Robert O'Brien. The DPW would like to hire a part-time employee to help with maintenance at the municipal building. The Township Committee will not be hiring a part-time employee to help with maintenance of the municipal building.

MUNICIPAL BUDGET

Committee reviewed 2015 Budget Worksheets that CFO Rees handed out.

Total Revenue: \$2,711,539.52

* Revenue down \$73,376.74 due to grants such a municipal alliance, clean communities, etc. The monies are not in yet but will be coming in later in the year.

Total Appropriations: \$2,710,703.43

Amount to be raised by taxes: \$1,388,031.87

*A difference of \$597.35 less than 2014

Surplus \$465,000.00

*Increased by \$38,665.00 from 2014

Line items on budget worksheets are to remain the same as in 2014.

NEW BUSINESS:

- Municipal Building Office Furniture

Township Clerk Michele Bobrowski has been in contact with several furniture retailers that are under the State Contract for the new municipal building. Furniture layouts have been designed to maximize storage capacity. Prices will be available for the March meeting.

OLD BUSINESS: None

ANNOUNCEMENTS/CORRESPONDENCE: None

COMMENTS FROM THE FLOOR: None

Comm. Pfefferle made a motion, seconded by Comm. Swift to move to Executive Session. **Roll Call: Comm. Pfefferle, yes; Comm. Swift, yes and Mayor Abraham, yes.**

Open Public Meetings Act RESOLUTION- Executive Session

WHEREAS, N.J.S.A. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist:

NOW, THEREFORE, BE IT RESOLVED by the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - _____ A confidential or excluded matter under Federal or State Law or Court Rule.
 - _____ A matter involving information that may impair the Township's rights to receive funds from the United States Government.
 - _____ A matter constituting an unwarranted invasion of an individual's privacy rights.
 - _____ Collective Bargaining Agreement or negotiation of the Agreement.
 - _____ Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.
 - _____ Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.

☒ Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.

Diocese of Metuchen

☐ Matters falling within the attorney-client privilege.

☐ Personnel matters involving a specific employee or officer of the Township.

☐ Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.

3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.
4. The executive session minutes will be placed on file in the township clerk's office, and will be available to the public as provided for by New Jersey law.
5. This Resolution shall take effect immediately .

MOTION TO RETURN TO PUBLIC SESSION:

Comm. Pfefferle made a motion, seconded by Comm. Swift to return to Public Session.

ROLL CALL: Comm. Pfefferle, yes; Comm. Swift, yes and Mayor Abraham, yes. A

EXECUTIVE SESSION:

The following matters were discussed in Executive Session:

- Contract Negotiations/Diocese of Metuchen
Matter to stay in Executive Session

MOTION TO ADJOURN

Comm. Pfefferle made a motion, seconded by Comm. Swift to adjourn. **ROLL CALL:**

Comm. Pfefferle, yes; Comm. Swift, yes; and Mayor Abraham, yes. **Meeting Adjourned at 9:44 PM.**

Respectfully Submitted:

Michele Bobrowski, RMC, CMR
Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of February 26, 2015 and certify that said Minutes were approved unanimously by the Township on the 11th day of March 2015.

Paul Abraham, Mayor

Dated: _____